

County of Los Angeles

DEPARTMENT OF PUBLIC SOCIAL SERVICES

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June 2, 2009

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

15

JUNE 2, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**RECOMMENDATION TO APPROVE A SIX-MONTH EXTENSION TO THE
GAIN/GROW VOCATIONAL ASSESSMENT AND GAIN LEARNING DISABILITY
EVALUATION/DIAGNOSIS SERVICES CONTRACT WITH LOS ANGELES COUNTY
OFFICE OF EDUCATION
(ALL DISTRICTS – 3 VOTES)**

SUBJECT:

The Department of Public Social Services (DPSS) continues to require the services of Los Angeles County Office of Education (LACOE) to provide vocational assessment and learning disability evaluation/diagnosis services to Welfare-to-Work program participants. These services assist participants to achieve the ultimate goal of self-sufficiency. The Department recommends that the County extend the current contract for an additional six months.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of DPSS to prepare and execute a contract amendment in substantially similar form as the attached, to extend the current contract through December 31, 2009 under the current terms at an estimated cost of \$2,531,500. The current contract expires June 30, 2009. Funding for the amendment is included in the Fiscal Year (FY) 2009-10 Proposed Budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

These services assist participants to overcome barriers, obtain employment and move from welfare dependence to self-sufficiency. Approval of the amendment will permit LACOE to continue to provide vital services to the County's Welfare-to-Work participants.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan Goal #2: Improve the well-being of adults, children and families in Los Angeles County, Strategy #1: Client-Centered Integrated Services: Develop and implement client-centered approaches through integrated services and best practices.

FISCAL IMPACT/FINANCING:

The estimated total cost for the amendment is \$2,531,500, which includes a contract maximum for administrative services paid to LACOE of \$285,500. The cost of direct services is based on fixed unit prices. The number of assessments to be provided is caseload driven; therefore, there is no maximum amount for direct services. The estimated cost for direct services for the six-month period is as follows:

Greater Avenues For Independence (GAIN):	\$1,625,000
Refugee Employment Program (REP):	\$390,000
General Relief Opportunities for Work (GROW):	<u>\$231,000</u>
Total Direct:	\$2,246,000

Administrative and direct services costs allocated to the GAIN Program will be fully offset by CalWORKs Single Allocation funds; therefore, there is no additional net County cost (NCC) after the required Maintenance of Effort is met. Costs allocated to the REP will be fully offset by Refugee Social Services and Targeted Assistance funds. Costs allocated to the GROW Program will be partially offset by federal funds allocated for the administration of the Food Stamp Employment and Training program, resulting in approximately \$146,610 NCC for the six-month period.

Funding for this amendment is included in the FY 2009-10 Proposed Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Under the current contract, LACOE subcontracts with seven direct service providers to perform vocational assessments for participants of the GAIN, REP and GROW programs and learning disability evaluations/diagnoses for participants of the GAIN and REP programs.

Due to the State budget crisis, the Department was not able to negotiate a new three-year contract. Approval of this contract amendment will provide additional time to complete the negotiation process and to continue to provide these services as required by State regulations without interruption.

The Contract Amendment has been approved as to form by County Counsel.

CONTRACTING PROCESS

The current contract was procured in accordance with California Department of Social Services (CDSS) Regulation 23-650.1.12 which allows for non-competitive contracting with public agencies. CDSS approved the Department's request to extend the contract for an additional six months.

CONTRACT PERFORMANCE

The monitoring of this contract is performed on a quarterly basis. To evaluate the accuracy of LACOE's monitoring efforts and verify the quality of services provided by the sub-contractors, DPSS contract monitors perform on-site observations of testing procedures and team conferences, as well as participant interviews, at each vocational assessment site. Based on monitoring results for the period of October 1 through December 31, 2008, overall, LACOE is in compliance with the contract requirements.

The expected performance outcome is that participants receive an assessment useful for career guidance and needed training. During the term of the current contract, LACOE has consistently provided sufficient, qualified assessors, verified the performance of the assessors, and monitored the quality of participant assessments.

IMPACT ON CURRENT SERVICES

The contract amendment will allow the continuation of services in Los Angeles County for GAIN, REP and GROW participants.

The contract will not infringe on the role of the County in its relationship to its residents, and the County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.

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The contract amendment will allow the continuation of services in Los Angeles County for GAIN, REP and GROW participants.

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CONCLUSION

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board letter to the Department of Public Social Services.

Respectfully submitted,



Philip L. Browning
Director

PLB:EK:nl

Attachment

c: Chief Executive Officer
Acting County Counsel
Executive Officer, Board of Supervisors

**AMENDMENT NUMBER TWO
TO THE CONTRACT BY AND BETWEEN
THE COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC SOCIAL SERVICES AND
LOS ANGELES COUNTY OFFICE OF EDUCATION
TO PROVIDE
GAIN/GROW VOCATIONAL ASSESSMENT AND GAIN LEARNING DISABILITY
EVALUATION/DIAGNOSIS SERVICES**

Reference is made to the Agreement entitled "GAIN/GROW Vocational Assessment and GAIN Learning Disability Evaluation/Diagnosis Services Contract by and between Los Angeles County Office of Education and the County of Los Angeles Department of Public Social Services" dated June 28, 2006, as well as "Amendment Number One" dated February 26, 2008 and further identified as County Contract Number CMD 001-06 (hereinafter referred to as "Contract").

This Amendment shall be effective as of July 1, 2009 or upon execution by the Director, Department of Public Social Services, whichever is later.

WHEREAS, CONTRACTOR is a local government agency and is qualified to provide the Welfare-To-Work Vocational Assessment Intermediary Services as set forth hereunder and warrants that it possesses the competence, expertise and personnel necessary to provide such services;

WHEREAS, COUNTY finds it necessary to secure such professional services;

WHEREAS, this Contract is further authorized by California Government Code Section 26227 and 31000, Welfare and Institutions Code, Section 11320 et. Seq.;

WHEREAS, CONTRACTOR has agreed to provide COUNTY with such services and based upon non-competitive negotiation under the Title 45 Code of Federal Regulation, Part 74 (Administration of Grants) and State Department of Social Services regulations Chapter 23-650, CONTRACTOR has been selected for recommendation for award of this Agreement;

WHEREAS, COUNTY finds it necessary to provide continuous professional services to participants of the GAIN, GROW and Refugee Employment Programs (REP) through this Contract; and

THEREFORE, COUNTY and CONTRACTOR hereby agree to amend this Contract to extend its provisions for an additional six-month period from July 1, 2009 until December 31, 2009 to provide Vocational Assessment and Learning Disability Evaluation/Diagnosis services as follows:

I. **Part 4.0 TERM OF CONTRACT** is revised to add **Section 4.3** as follows:

Section 4.3 This Contract is extended for an additional six-month period commencing **July 1, 2009 through December 31, 2009.**

II. Part 5.0 CONTRACT SUM

Section 5.1 MAXIMUM CONTRACT AMOUNT is revised to add the following two sub-paragraphs:

- The maximum contract amount for GAIN/REP Vocational Assessment and Learning Disability Evaluation/Diagnosis administrative services for the period from July 1, 2009 through December 31, 2009 shall not exceed **\$245,000.00** as specified in **Exhibit B-1 – Contractor's Revised Budget**.
- The maximum contract amount for GROW Vocational Assessment administrative services for the period from July 1, 2009 through December 31, 2009 shall not exceed **\$40,500.00** as specified in **Exhibit B-1 – Contractor's Revised Budget**.

III The attached **Exhibit B-1 – Contractor's Revised Budget**, is incorporated into this Amendment and added to the Contract.

All other terms and conditions in the Contract remain in full force and effect.

The parties hereto have caused this Amendment Number Two to be executed by their authorized officers.

COUNTY OF LOS ANGELES

By _____
Philip L. Browning, Director
Department of Public Social Services

Date

LOS ANGELES COUNTY OFFICE OF EDUCATION

By _____
Donald Kenneth Shelton
Assistant Superintendent
Business Services

Date

APPROVED AS TO FORM:

Robert Kalunian
ACTING COUNTY COUNSEL

By _____
David R. Beaudet
Deputy County Counsel

Date